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Director of Security

26 April 1961

Acting Chief, Management Staff

Staffing of Firefighting Function [REDACTED]

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1. [REDACTED] has requested that Management Staff, with a representative of the Office of Security, make a workload study of [REDACTED] fire protection function (Tab A).

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2. At our request, the CIA Safety Officer forwarded to Management Staff a statement outlining his opinion of the fire protection capability [REDACTED] and his staffing recommendation for maintenance of adequate safety standards (Tab B).

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3. Based on our study of Tab B and a brief analysis of the [REDACTED] fire protection function, it is our judgment that a workload study by this staff would not contribute significantly to the determination of the fire protection staffing requirement [REDACTED]. Essentially the size of the fire protection staff depends on the degree of fire risk that exists and on the extent to which the Agency wishes to insure against that risk by maintaining a force of stand-by firefighters.

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4. It would seem to me in order for the Office of Security to make a recommendation to the Deputy Director (Support) for staffing the firefighting function [REDACTED] based on an analysis of the safety factors for which the Office of Security is responsible.

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ATTACHMENTS:

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Tab A - Memo fr [REDACTED] for Ch, Mgt/S dtd 12 Jan 61, subj.: Request for Management Assistance.

Tab B - Memo fr CIA Safety Officer [REDACTED] Mgt/S dtd 28 Mar 61, subj.: [REDACTED]

Distribution:

- 0 & 1 - O/S w/1 set atts.
- 1 - [REDACTED] w/Tab B 25X1A6a
- 2 - DD/S w/1 set atts.
- 1 - O/Commo w/atts.
- 1 - Mgt/S file w/atts. ✓

Mgt/S: [REDACTED] (26 Apr 61)

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